



FOOTNOTES¹

¹The Official Newsletter of the State Library of Iowa

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Don't Forget!

Westgate Lecture

Michael Cart, a nationally recognized expert in children's and young adult literature, is the featured speaker at the Westgate Lecture, 1:30 to 4 p.m. April 27 at The Inn on Merle Hay, 5055 Merle Hay Road, Johnston. To register, contact Fran Fessler, State Library, (515) 281-5790; ffessler@mail.lib.state.ia.us.

First Author's Conference

Following the Westgate Lecture, Heartland AEA will present the annual Author's Conference with Jacqueline Briggs Martin and Mary Azarian. The event will begin at 4:15 p.m. at The Inn on Merle Hay. To register, call Linda Coy, (515) 270-9030.

Bibliostat Connect coming to libraries soon

Bibliostat Connect, used to make comparative annual report data available more quickly, will be mailed to Iowa public libraries in late March and early April.

Connect, a CD-ROM version of Iowa public library statistics, enables public libraries to make comparisons between their libraries and others in Iowa and nationally. The program can also use those comparisons to create effective charts and graphs for use in presentations, budget proposals, monthly reports, etc.

Each public library will receive the CD-ROM and instructions for using Connect. A refresher course will be offered over the ICN at a future date. The software is being provided free of charge through federal Library Services and Technology Act (LSTA) funding administered by the State Library.

Questions regarding Bibliostat Connect should be directed to Gerry Rowland, State Library, 1-800-248-4483; (515) 281-7573; growlan@mail.lib.state.ia.us.



Attendance was overwhelming at this year's Iowa Library Association's Legislative Day held January 26 in the law library, State Capitol. Over 100 Iowa Legislators visited with more than 100 members of the Iowa library community to discuss Enrich Iowa and other issues before the General Assembly this year.

FOOTNOTES

Notes from the State Librarian

As I sit in my office thinking about what I want to share with you in this month's column, the sun is pouring in the windows, the birds



are beginning to sing, and the temperature is about 70 degrees. Can this be Iowa in March? I don't think I'll put away my snow shovel just yet, but this time of year always makes me want to start new things.

One such undertaking is statewide licenses for electronic databases for libraries. Over the last few months, a number of libraries and library groups have expressed the need for statewide pricing for electronic databases and a desire for the State Library to assume this responsibility. To do this, we must first learn what databases are currently available in Iowa libraries, what the databases are costing individual libraries, and what additional subject areas need to be covered. We will then convene a database committee representing all types and sizes of Iowa libraries to review the current situation and assist in the evaluation of database products. By January 2001, we hope to offer a menu of database products with statewide pricing that individual libraries may elect to purchase.

With the coming of spring comes National Library Week, April 9 - 15,

2 March 2000

2000. In celebration of National Library Week and Iowa libraries, the State Library will have an exhibit in the rotunda of the Iowa State Capitol throughout the week. The same week, Christie Vilsack, First Lady of Iowa, will hold a news conference to announce her Stories 2000 Project and the role of libraries in Iowa communities.

April 1, Census Day 2000, will mark the culmination of two years of work at the State Library, particularly for Beth Henning, State Census Data Center Coordinator. As Iowa's Census 2000 liaison to the U.S. Census Bureau, it has been the responsibility of the State Library to make sure Iowans understand the importance of a complete census count. Our work began with cities and counties raising awareness of the upcoming census including the ramifications on services and funding of "uncounted" Iowans and checking census address lists. Over the course of the last two years, thousands of people have heard about the census through exhibits at fairs and conferences all over the state. We have had the opportunity to work with a variety of organizations and groups that shared our concerns and have established relationships that will be helpful long after the census. I want to take this opportunity to thank the Iowa library community, Iowa cities and counties, our advisory groups, and numerous other groups, and especially Beth Henning, for your Census 2000 efforts.

The results of Census 2000 will be Iowa's largest fundraiser for the next ten years. Be counted - complete and return your census form and encourage others to do the same!

Summer 2000 PLM1 class offered

The State Library is offering Public Library Management 1 (PLM1) in the summer of 2000. The registration fee is \$35. To request a registration form, contact Fran Fessler, State Library, (515) 281-5790; 1-800-248-4483; ffessler@mail.lib.state.ia.us.

Public Library Management 1

Registration deadline May 30, 2000

Instructor - Bonnie McKewon

10 a.m. to 2 p.m. Friday, June 30, 2000
AND

9 to 11:30 a.m. Friday July 7, 21, 28;
August 4, 11, 18, 25, 2000.

ICN sites (requested but not confirmed): Ankeny, Bloomfield, Calmar, Clinton, Creston, Guthrie Center, Hiawatha, Humboldt, Ida Grove, Manchester, Mason City, Orange City, Pella, Sioux City.

"Connect for Kids" Day set for April 8

Libraries across the country are invited to host "Connect for Kids" Day on Saturday, April 8, to kick off National Library Week. The event aims to focus attention on the variety of resources available to children and their families at the library and in their communities.

For ideas and more information, see the ALA web site at www.ala.org/kidsday. A Connect for Kids web site (www.connectforkids.org) developed by the Benton Foundation focuses on information and resources that can help make a difference for kids and their communities.

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Census 2000 posters and bookmarks still available

Copies of the following Census 2000 posters are still available from the State Library: The Library; Family; Branches III, Buffalo Dance Relief, The New Quilt, Raven The Creator, and a confidentiality poster -- Your Answers Are Private. It's the Law.

Some posters can be viewed at the Census Bureau's web site at www.census.gov/dmd/www/advposters.html. Contact Jan Henson, State Data Center, (515) 281-6618 or e-mail janice.henson@lib.state.ia.us to order.

Census 2000 bookmarks were mailed the week of February 14. Because of the overwhelming demand, the State Library could not fill all orders. However, a reproducible master is available from a link on the State Library's home page at www.silo.lib.ia.us.

The Census Bureau has designated many public libraries in Iowa as Census 2000 Be Counted Sites or Questionnaire Assistance Centers. Be Counted sites are simply locations where people may pick up a census questionnaire if they did not receive one at home.

Questionnaire Assistance Centers are staffed by volunteers who can help answer questions about the census questionnaire. If your library has been designated as a Questionnaire Assistance Center, the Census Bureau will contact you to confirm your participation. If you have questions about your library's role in either of these programs, contact Chris Nolte at the U.S. Census Bureau's Des Moines office, (515) 323-2550 or cnolte@pcpartners.net.

When will Census 2000 data be available?

Census questionnaires will be mailed to all households mid-March. Census enumerators will then follow-up with non-responding households during May and June. Then the data must be tabulated, reviewed, and quality-checked. Total state population numbers will be released by December 31, 2000. Block data for legislative redistricting will be released by April 1, 2001. Demographic profiles for states, counties, and cities start flowing during the summer of 2001.

ISLA Corner

by Dee Crowner
President, Iowa Small Libraries
Association
North Liberty Community Library

Welcome to "Iowa Small Library Association (ISLA) Corner," an article that will appear in *Footnotes* about four times a year.

The ISLA Spring Meeting will be at 10 a.m. Wednesday, May 10 in Clive. (In the future, we will try to have Friday meetings.) Clive is in the process of building a new library (their first!) and director Vicki Hibbert hopes to give us a tour. More details will be mailed with the agenda and minutes from the fall meeting.

By request, the business meeting will be held first, followed by updates from the State and Regional Libraries, and ILA, with time for open discussion. After lunch there will be a panel discussion on "Marketing Small Libraries." Panelists will include Shay Baker from the University of Iowa School of Library and Information Science, Carol French-Johnson from the Waterloo-Cedar Falls libraries, Nancy Simpson from the Oskaloosa Public Library, and Jim Sixta from the Northeast Regional Library.

Bring your marketing handouts to the program to share. We will make copies. Librarians unable to attend the meeting, but who would like others to know about their ideas for promoting a library, can send them to me before the meeting. I will also have information about the discussion to share.

Remember to send me news about your library before the newsletter comes out in late April.

FOOTNOTES

Library Services Highlights

**Patents ★ ILL ★ Medical ★ Census ★ Public Policy ★
Library Science ★ State and Federal Documents ★
Audio Visual Services ★ Law**

The State Library of Iowa was designated as a Patent and Trademark Depository Library (PTDL) in 1988. The library makes patent and trademark information available to inventors, entrepreneurs, and other researchers, and is the only PTDL in the state of Iowa.

Staff assist customers via telephone, mail, fax, e-mail or in person by appointment. The library's extensive collection includes resources dating back to the 1790's for preliminary patent and trademark research. The staff at the PTDL instruct researchers on patent and trademark searching, but are not permitted to provide legal advice or opinions.

Customers of the PTDL are interested in discovering if their invention has been patented or if their idea for a trademark has been registered. They also look for information about applying for a patent or registering a trademark. At the library they can get assistance in using CD-ROM and on-line databases and in looking for older patents on microfilm or in paper catalogs.

The PTDL is usually the first step an inventor takes towards patenting his idea. A thorough search at the PTDL requires several processes and a number of hours. If the inventor finds that his idea has not yet been patented, his next step is to contact a patents attorney who will complete the search using a professional patents searcher and help to prepare an application for a patent. The patent application typically takes up to two years to be decided, but in the mean time the patent is considered "pending" and the inventor is free to produce and market his product. An approved patent is in affect for 20 years.

Recently an "Ask a Librarian" link for quick e-mail access to our patents staff was added to the State Library's website (www.silo.lib.ia.us). Patrons found this button immediately and began using it to ask for patents information. Staff is also working on a PTDL web page which will give customers access to information about our library and will include links to useful patent and trademark sites.

The PTDL is open Monday through Friday, 8 a.m. to 4:30 p.m. Searching assistance is available by appointment. Contact Karon Moll, State Library, 1-800-248-4483; (515) 242-6541; e-mail kmoll@mail.lib.state-ia.us.

Suggestions for budgeting gift money

*by Bonnie McKewon, Administrator
Northwest Regional Library*

A few weeks ago, I read a discussion on the "IowaLib" listserv about how to handle gift money. My advice for library boards and directors as to how gift money should be budgeted follows.

Throughout the budget process, boards and directors must have three things clearly understood: They must have the money to spend; they must have the authority to spend it; and they must be accountable for the spending.

Boards and directors must anticipate how much money they expect to receive from all revenue sources available (city appropriation, county appropriation, Open Access, Access Plus, Enrich Iowa, gifts and memorials, etc.). Even gift money has to be estimated and budgeted before the money can be spent. This all has to happen within the framework of the city's budget process. Revenue from all sources must be reflected in the library's budget documents before the board can proceed with spending.

One mechanism for capturing gift/memorial money is with a trust and agency account. Chapter 9 of the *Iowa Trustees' Handbook*, pgs. 53-54, provides a brief explanation of how to establish such. A note about trust and agency accounts: Monies placed to them are considered "targeted carry over;" that is, the money must be earmarked for a specific purpose. But

(Cont. on Pg. 7)

New library trustee programs

Two new library trustee programs sponsored by the State and Regional Libraries will be held over the ICN in April and May. Registration forms, with classroom locations, have been mailed to public libraries. For questions about registration, contact Fran Fessler, State Library, (515) 281-6788; 1-800-248-4483 or e-mail ffessler@mail.lib.state.ia.us.

Raising Our Standards

7 to 9 p.m. Wednesday, April 5, 2000
Instructors: Bonnie McKewon, Northwest Regional Library; Gerry Rowland, State Library of Iowa; and members of the State Library Standards Committee.

Enrich Iowa is a direct state aid program for public libraries first implemented in 1999. The amount of money awarded to each public library depends on the number of service standards the library is able to meet. This presents an ideal time for local library boards and staff to revisit these standards and to double their efforts toward achieving them. The instructors will review *In Service to*

Iowa: Public Library Measures of Quality; discuss the implications of the standards; how standards lead to full library accreditation and how they are directly linked to receiving *Enrich Iowa* money. Emphasis will be on Tiers 1 and 2.

Technology for Trustees

7 to 9 p.m. Tuesday, May 2, 2000
Instructor: Marie Harms, Clive Public Library

Technology continues to transform public libraries and how people in the community use them. Library boards, in concert with the library director, are in the sometimes uncomfortable position of having to make many technology-related decisions. This workshop will address the following topics: The board's role in understanding, supporting and planning for library technology; making decisions about technology including when to "do it yourself" and when to hire it done; technology and accountability; Internet access for the public - how to best serve the people in the community.

Certification Update

Congratulations to the following public library staff who were recently certified for the first time through the State Library's Iowa Certification Program.

Cindy Berns, Postville
Kristine Holle, Independence
Rhonda Chambers, Missouri Valley
Donarae Cleveland, Odebolt
Karen Hagen, Newell

Ellen Hampe, Coralville
Judy Hartman, Mechanicsville
Joyce McClannahan, Mondamin
Patricia Meyer, Pomeroy
Julie Miller, Fonda
Sue Pedersen, Alta
Michelle Pennington, Independence
Gail Richardson, Audubon
Marcia Sulentic, Sumner
Julie Tinnes, Keota
Rebecca Van Zante, Grinnell

Carver Charitable Trust awards

The following Iowa public libraries were awarded funding by the board of trustees of the Roy J. Carver Charitable Trust in meetings held July and October 1999 and January 2000. A total of \$316,440 was awarded.

Aplington, support construction of library addition.

Ashton, automation.

Bettendorf, electronic access to periodicals.

Bussey, support construction of new library.

Carnegie-Stout (Dubuque), technology.

Charles City, support library building renovation.

Corwith, support construction of new library.

Earlham, automation.

Farmersburg, support construction of new library

Harpers Ferry, support construction of library addition.

Mediapolis, support library building renovation.

Strawberry Point, support renovation of building in which to house library.

Sumner, support construction of new library.

Urbandale, technology.

The Roy J. Carver Charitable Trust is located at 202 Iowa Avenue, Muscatine, IA 52761-3733; (319) 263-4010; or visit their website at www.carvertrust.org.

FOOTNOTES

Iowa Commission of Libraries - Minutes February 22, 2000 - State Library of Iowa

Present: Dale Ross, Chair; Dwight Carlson; Berta Van Ekeren; Mary Wegner; William O'Brien

Absent: Nancy Ross; Eldon Huston; John Bennett

Guests: Katherine Von Wald, Central Regional Administrator; Kay Elliott, ILA Representative

Staff: Sharman B. Smith, State Librarian; Beverly Beck; Alison Brinker; Annette Wetteland; Sandy Dixon.

1.0 Set Agenda

Agenda received as mailed.

2.0 Approve Minutes

Minutes will be approved at the April meeting.

3.0 Financial Report

Brinker reviewed the financial report with the Commission. Funds from other categories will be moved to Central Office for equipment and furnishings renovated east wing. The CBS donation received by the law library will be used to refinish and purchase furniture for the library.

Financial report was received.

Smith reported the library is scheduled to begin moving August 17th. Chairs and tables original to the building will be sent to Prison Industries to be refinished. The cost of moving and new shelving are part of the state's "Bold Move" budget. The State Library must pay for any new furnishings.

4.0 Communications

A. Special Reports -

1. Assistant State Librarian/LSTA Coordinator Position - Smith. March 1st is Christie Brandau's last day at the State Library. She will officially begin her duties in Michigan March 6th. Brandau's responsibilities are being handled as follows until her position is filled: Dixon will assume personnel responsibilities [vacation, time-off, etc.]. Smith will sign off on time sheets. Brinker will assume the financial duties of LSTA, and will track Open Access, Access Plus, Enrich Iowa, etc. Judy Jones will assume most of the responsibilities for grants. Jim Alsip has been hired on an emergency basis to help with major projects, including the library database study, the Iowa

Excellence project, and customer service review. He will work 30 hours a week up to 350 hours. Paper work for filling Brandau's position has been completed and sent to the Department of Education.

B. Commission Reports - American Library Association Midwinter - Ross gave a brief report on the ALA Midwinter meetings. ALA is undertaking a study of library education requirements and curriculums.

The American Library Trustee Association is looking for a way to better educate trustees and get trustees more involved at state and national levels.

C. State Librarian's Report

1. First Ladies Project: First Lady Christie Vilsack and State Library staff met with five focus groups made up of school and public librarians. They discussed literacy activities in their communities, and those who may be under-served. On April 10th, pilot communities will be announced. Librarians and mayors will be invited. Librarians will be invited to stay for a work session after the announcement. Two Vista volunteers will be used to manage the program. The positions are posted on the listserv IowaLib. Governor Vilsack is requesting \$30,000 in state funds for the first year of the project. Christie Vilsack is looking for corporate sponsors.

2. Budget Hearing: The budget hearing went well. Several legislators commented on how well the Enrich Iowa program had been implemented including how public libraries had used the funds effectively. A number of questions were raised on how the State Library works with schools and how various agencies (AEAs, Regional Libraries, community colleges, etc.) work together.

3. Media Specialists: The Iowa Code no longer requires media specialists in schools. The Iowa library community is trying to get this requirement back in the Code. The Iowa Education Media Association has been lobbying for this legislation.

4. Staff Vacancies: The State Library has four staff vacancies: Assistant State Librarian; Librarian II (law); Clerk (law);

and SILO trainer.

5. Iowa Excellence Program: State government is initiating the Baldrige Excellence program and the State Library is participating in a pilot project. Next year, all agencies will be required to participate. Dixon is coordinating the project for the State Library. The Commission will be asked for input on the improvement plan at their June retreat.

D. Iowa Regional Library System Report

- Von Wald - Von Wald brought the Commission up-to-date on the results of the Metanoia Report and how Central Region plans to meet the needs of its libraries.

5.0 Public Comment

As a trustee of the Clive Public Library, Elliott commented, "Marie Harms is an excellent addition to the Clive library staff." Elliott also expressed the need to get trustees involved at the state level.

6.0 Action Items

A. Bylaws Review - Carlson and O'Brien reviewed the bylaws. The only possible changes were to delete the dates from numbers 9 and 13. After discussion, the Commission received the recommendations of the Committee and asked Smith to review the proposed changes in light of statutory responsibilities and to report back in April.

B. Commission Planning Retreat - Sandy Dixon - The retreat will be held June 15th and 16th, beginning the evening of the 15th and most of the day on the 16th. The retreat will focus on the Iowa Excellence improvement plan.

7.0 Discussion Items

A. National Legislative Day - Wetteland - The following Commissioners plan to attend the National Legislative Day program in Washington, D.C. - Dale Ross; Huston; Van Ekeren; and Wegner. State Library staff will include Smith and Wetteland. Wetteland will contact the Congressional offices to set up appointments.

Next Meeting - April 25th at State Library

There being no further business, the meeting was adjourned.

Iowa Children's Choice Award master list announced

The following is the 2000-2001 master list for the Iowa Children's Choice Award. A winner will be named at the 2001 spring conference of the Iowa Education Media Association, whose members compile the master list. Nominations are:

Ackerman, Ned. *Spirit Horse*. Scholastic, 1998.
Bledsoe, Lucy Jane. *Tracks in the Snow*. Holiday House, 1997.
Bruchac, Joseph. *The Heart of a Chief*. Dial, 1998.
Casanova, Mary. *Wolf Shadows*. Disney Press, 1997.
Danziger, Paula. *Amber Brown is Feeling Blue*. Putnam, 1998.
Draenen, Wendelin Van. *Sammy Keyes and the Skeleton Man*. Knopf, 1998.
Fleischman, Sid. *Bandit's Moon*. Greenwillow, 1998.
Freedman, Russell. *Out of Darkness: The Story of Louis Braille*. Clarion, 1997.
Giff, Patricia Reilly. *Lily's Crossing*. Delacorte, 1997.
Gutman, Dan. *The Million Dollar Shot*. Disney Press, 1997.

Kehret, Peg. *Small Steps: The Year I Got Polio*. Albert Whitman, 1996.
Koss, Amy Goldman. *How I Saved Hanukkah*. Dial Books, 1998.
Mikaelsen, Ben. *Countdown*. Hyperion, 1996.
Naylor, Phyllis Reynolds. *The Healing of Texas Jake*. Atheneum, 1997.
Nixon, Joan Lowery. *Lucy's Wish (Orphan Train Children, No. 1)*. Bantam Doubleday Dell, 1998.
Paulsen, Gary. *My Life in Dog Years*. Bantam Doubleday Dell, 1998.
Petersen, P.J. *White Water*. Simon & Schuster, 1997.
Ryan, Pam Munoz. *Riding Freedom*. Scholastic, 1998.
Strasser, Todd. *Kidnap Kids*. Putnam, 1998.
Wallace, Bill. *The Final Freedom*. Minstrel, 1997.
Warner, Sally. *Some Friend*. Knopf, 1996.
White, Ellen Emerson. *Voyage on the Great Titanic: The Diary of Margaret Ann Brady*. Scholastic, 1998.
Woodruff, Elvira. *The Orphan of Ellis Island: A Time-Travel Adventure*. Scholastic, 1997.

Suggestions for budgeting gift money

(Cont. from Pg. 3)

boards are still required to anticipate how much money from the trust and agency account they intend to spend in any given year and reflect that amount in the budget. The same holds true for any other kind of savings accounts -- libraries have to budget to spend this money before it can actually be spent.

Chapter 9 also includes an explanation of budget amendments. Our office has received several questions about this recently due to Enrich Iowa. The Iowa League of Cities recommends that cities plan to amend budgets in light of Enrich Iowa monies. Please note: Enrich Iowa money is one revenue source that cannot be channeled to a trust and agency account for carry over beyond the fiscal year. Enrich Iowa money must be spent before the close of each fiscal year.

Survey finds teens enjoy reading, but lack time for it

Teens enjoy reading for fun and would read more if they had time. That was among findings of a recent online survey by SmartGirl.com and the Young Adult Library Services Association conducted for Teen Read Week, Oct. 17-23.

A total of 3,072 young adults ages 11-18 responded, including 59 percent girls and 41 percent boys.

Seventy-two percent of the respondents said they read for fun when they have the time. Of that group, 36 percent said they "read constantly for their own personal satisfaction." However, 81 percent of girls and 62 percent of boys said they would read more if they had time.

The survey found that more than 60 percent are regularly encouraged to

read and 80 percent were read aloud to as children either "sometimes" or "all the time." Girls showed more enthusiasm and interest in reading for fun (50 percent) than boys (31 percent), who said they were more likely to read to learn.

Detailed results, a copy of the survey and methodology can be found online at www.smartgirl.com/results/trwsummary.html.

FOOTNOTES

**Read!
Learn!
Connect!**

**@ the
Library**

**National Library Week
April 9-15, 2000**

For more ideas and information on celebrating National Library Week in your community, visit www.ala.org/pio/nlw.html.

FOOTNOTES'

¹The Official Newsletter of the
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Iowa Commission of Libraries

John Bennett (Iowa City)
Dwight Carlson (Des Moines)
Eldon Huston (Des Moines)
William O'Brien (Des Moines)
Dale Ross (Ames)
Nancy Ross (Harlan)
Berta Van Ekeren (Monroe)
Mary Wegner (Des Moines)

State Library Services

Audio/visual services; Information services and medical library; Specialized consulting services; Law library; Networking; State Data Center; Publications; State documents program

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